

**TOWN OF MANSFIELD
PERSONNEL COMMITTEE**

**Monday, February 28, 2011
Beck Municipal Building, Council Chambers
Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Peter Kochenburger

Staff Present: Matthew Hart, Town Manager, Maria Capriola, Assistant to Town Manager, Dennis O'Brien, Town Attorney

The meeting was called to order at 6:07 p.m.

1. APPROVAL OF MINUTES

The meeting minutes of 11/8/10 were moved by Kochenburger, seconded by Moran, and adopted unanimously without objections.

2. HOUSEKEEPING ITEMS

Committee members discussed binder updates, meeting dates, and the draft work plan. Members did not have any items to add to the draft work plan of the Committee.

Through consensus, the Committee agreed to resume meeting on the fourth Mondays of the month at 6pm or 6:30pm (as needed).

3. ETHICS CODE

Town Attorney O'Brien provided the Committee with a draft version of the Ethics Code which attempted to incorporate Ethics Board, Personnel Committee, and "model code" recommendations. The Committee reviewed Sections 25-1 through 25-6 of the draft code and will resume its review on March 7th (tentative). The Committee discussed a number of issues such as but not limited to: conflict of interest; personal interest/conflict; advisory board members as (or not as) public officials; financial reporting requirements of elected officials; and one year "cooling off" period after municipal employment. No action was taken on this item.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,
Maria E. Capriola, Assistant to Town Manager